



# **CITY OF ATLANTA**

## **Job Announcement**

### **BRIDGE MAINTENANCE SUPERVISOR**

**STARTING SALARY: \$36,326**

**Salary Grade: 17**

**Applications Accepted From: June 13, 2005 until June 24, 2005.**

#### **Minimum Job Requirements**

High school diploma or GED required, four years of bridge maintenance experience which included one year of supervisory experience, or any equivalent combination of education, training, and experience which provided the requisite knowledge, skills, and abilities for this job.

#### **Licenses and Certificates**

Persons applying must have a valid Georgia Driver's License at the time of application.

#### **Duties of the Job:**

Supervises, directs and evaluates assigned staff, handling employee concerns and problems, directing work, counseling, disciplining and completing employee performance appraisals. Prepare work orders and makes daily assignment to department personnel; plans and arranges schedule of section personnel. Evaluates the equipment used in daily operation to ensure proper functioning of same. Inspects city bridges, streets, culverts and creeks for needed repairs and maintenance. Monitors activities of section personnel on job sites. Prepares work orders, attendance report, vehicle maintenance report, performance appraisal report and purchase orders in performance of duties. Reviews engineering plans and specifications for needed adjustments.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA. 30303

Phone: (404) 330-6369 [www.atlantaga.gov](http://www.atlantaga.gov) FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, Gender Identity or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

**The hiring authority will contact only those applicants they deem most appropriate for the position within 30 days of the expiration of this bulletin. No other communication will be sent regarding the status of your application.**

**The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.**